



RQ-3

FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

April 25, 2002

Steven T. Kean, Treasurer  
Democratic Party of Wisconsin - Federal Account  
222 State Street, #400  
Madison, WI 53703

Identification Number: C00019331

Reference: Mid-Year Report (1/1/01-6/30/01)

Dear Mr. Kean:

This letter is to inform you that as of April 24, 2002, the Commission has not received your response to our request for additional information, dated April 3, 2002. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

An adequate response must be received at the Commission by May 15, 2002. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter, please contact Andrea Needles on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in dark ink, appearing to read "John D. Gibson", is written over the typed name.

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Colleen McGuigan, Treasurer  
Democratic Party of Wisconsin - Federal Account  
222 State Street, #400  
Madison, WI 53703

APR 03 2002

Identification Number: C00019331

Reference: Mid-Year Report (1/1/01-6/30/01)

Dear Ms. McGuigan:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the information. Establishing "best efforts" is a three-fold process.

First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))

Second, if the information is not provided, you must make one follow-up, stand alone effort to obtain this information, regardless of whether the contribution(s) was solicited or not. This effort must occur no later than 30

days after receipt of the contribution and may be in the form of a written request or an oral request documented in writing. (11 CFR § 104.7(b)(2))  
The request must:

- clearly ask for the missing information, without soliciting a contribution;
- inform the contributor of the requirements of federal law for the reporting of such information, and
- if the request is written, include a pre-addressed post card or return envelope.

Third, if you receive contributor information after the contribution(s) has been reported, you shall either a) file with your next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before your next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.7(b)(4))

Please provide the missing information or a detailed description of your procedures for requesting the information. For more information on demonstrating "best efforts," please refer to the Campaign Guide.

-Schedule A of your report (pertinent portion(s) attached) discloses one or more contributions which appear to exceed the limits set forth in the Act. 2 U.S.C. §441a(f) and 11 CFR §110.1(d) prohibit a committee and its affiliates from receiving any contribution from another political committee or person in excess of \$5,000 per calendar year.

If any apparently excessive contribution in question was incompletely or incorrectly disclosed, you must amend your original report with the clarifying information.

If any contribution you received exceeds the limits, you may have to refund the excessive amount. The funds can be retained if within 60 days of receipt, (1) the excessive amount was properly reattributed to another person, such as a joint account holder, by obtaining signed written authorizations from each person making the contribution pursuant to 11 CFR 110.1(k)(3), and (2) the treasurer informs the person making the contribution that he or she may request the return of the excessive portion of the contribution if it is not intended to be a joint contribution. Any request from a donor for a refund must be honored.

Alternatively, the funds can be retained if within 60 days of receipt you (1) transferred the excessive amount to an account not used to influence federal elections, and (2) provided written notice to the person making the contribution of the option of receiving a refund. Any request from a donor for a refund must be honored.

If the foregoing conditions for reattributions or transfers to a non-federal account were not met within 60 days of receipt, the excessive amount must be refunded.

Please inform the Commission of your corrective action immediately in writing and provide a photocopy of your check for any transfer-out or refund. In addition, any reattributions should be reported as memo entries on Schedule A of the report covering the period during which the authorization for the reattribution is received. Any transfers-out or refunds should be disclosed on Schedule B supporting Line 22 or 28 of the report during which the transaction was made.

Although the Commission may take further legal action regarding the acceptance of an excessive contribution(s), prompt action by your committee to seek reattribution, transfer-out or refund the excessive amount will be taken into consideration.

-Line 21(a) of the Detailed Summary Page discloses joint federal/non-federal operating expenditures during the reporting period. Committees must itemize each allocated disbursement made from its federal account or separate allocation account regardless of the amount. Please amend your report(s) by itemizing the expenditures on Schedule H4.  
11 CFR §104.10

-On Schedule H2, you disclose the ratio for "Jefferson Jackson" to be 32.25% Federal and 67.75% Non-Federal and "the same as previously reported". However, the reports filed in the previous election cycle disclosed a ratio of 26% Federal and 74% Non-Federal for an apparently identical event. Please clarify this apparent discrepancy and, if necessary, amend your report.

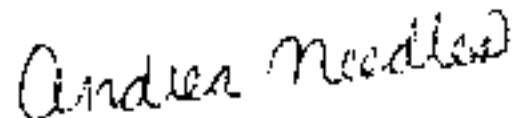
-On Schedule A supporting Line 18 you disclose transfers from your non-federal account which appear to be identical to the transfers disclosed on Schedule H3. Be advised that transfers from your non-federal account should only be disclosed on Schedule H3 supporting Line 18. Please amend your report to clarify this discrepancy.

DEMOCRATIC PARTY OF WISCONSIN -- FEDERAL ACCOUNT  
PAGE 4

-Your report discloses what appears to be an internal transfer from one of your committee's accounts to another. Please note that such a transfer inflates your receipt total and, as a result, inflates your cash. Please amend your report to correct your receipt total.

A response or amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. Electronic filers must file amendments in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,



Andrea Needles  
Senior Reports Analyst  
Reports Analysis Division

# SCHEDULE A

# ITEMIZED RECEIPTS

Use separate schedule(s)  
for each category of the  
Detailed Summary Page

4 / 30

FOR LINE NUMBER  
11C

Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

## NAME OF COMMITTEE (in Full) Democratic Party of Wisconsin

<b>Full Name, Mailing Address, and ZIP Code</b> Barnett for Wisconsin  7720 Rogers Ave Milwaukee WI 53213- Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	<b>Name of Employer</b> Information Requested  <b>Occupation</b> Information Requested  Aggregate Year-to-Date > \$ 850.00	<b>Date (month, day, year)</b> 05/24/2001	<b>Amount of Each Receipt this Period</b> 100.00
<b>Full Name, Mailing Address, and ZIP Code</b> Blue Cross & Blue Shield United 401 West Michigan Milwaukee WI 53203- Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	<b>Name of Employer</b> Information Requested  <b>Occupation</b> Information Requested  Aggregate Year-to-Date > \$ 500.00	<b>Date (month, day, year)</b> 05/28/2001	<b>Amount of Each Receipt this Period</b> 500.00
<b>Full Name, Mailing Address, and ZIP Code</b> Feingold Senate Committee Po Box 820082 Middleton WI 53562-0082 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	<b>Name of Employer</b> Information Requested  <b>Occupation</b> Information Requested  Aggregate Year-to-Date > \$ 1000.00	<b>Date (month, day, year)</b> 04/01/2001	<b>Amount of Each Receipt this Period</b> 1000.00
<b>Full Name, Mailing Address, and ZIP Code</b> Feingold Senate Committee Po Box 820082 Middleton WI 53562-0082 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	<b>Name of Employer</b> Information Requested  <b>Occupation</b> Information Requested  Aggregate Year-to-Date > \$ 8000.00	<b>Date (month, day, year)</b> 04/11/2001	<b>Amount of Each Receipt this Period</b> 7000.00
<b>Full Name, Mailing Address, and ZIP Code</b> Feingold Senate Committee Po Box 820082 Middleton WI 53562-0082 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	<b>Name of Employer</b> Information Requested  <b>Occupation</b> Information Requested  Aggregate Year-to-Date > \$ 8030.00	<b>Date (month, day, year)</b> 05/04/2001	<b>Amount of Each Receipt this Period</b> 30.00
<b>Full Name, Mailing Address, and ZIP Code</b> Feingold Senate Committee Po Box 820082 Middleton WI 53562-0082 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	<b>Name of Employer</b> Information Requested  <b>Occupation</b> Information Requested  Aggregate Year-to-Date > \$ 8530.00	<b>Date (month, day, year)</b> 05/04/2001	<b>Amount of Each Receipt this Period</b> 600.00
<b>Full Name, Mailing Address, and ZIP Code</b> Feingold Senate Committee Po Box 820082 Middleton WI 53562-0082 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	<b>Name of Employer</b> Information Requested  <b>Occupation</b> Information Requested  Aggregate Year-to-Date > \$ 8670.00	<b>Date (month, day, year)</b> 08/26/2001	<b>Amount of Each Receipt this Period</b> 140.00
<b>SUBTOTALS of Receipts This Page (Optional)</b>			
<b>TOTALS This Period (last page this line number only)</b>			

